

VILLAGE OF WRIGHTSTOWN
BOARD MEETING MINUTES

The regular bi-monthly meeting of the Village Board of Trustees, of the Village of Wrightstown, was held in the Community Room at Wrightstown Village Hall, 352 High St., Wrightstown, WI, 54180, on **Tuesday, August 15, 2023**, and convened at 6:21pm at the conclusion of the Committee of the Whole meeting.

Roll Call: Present – Village President Dean J Erickson, Trustees: Sue Byers, Mark Leonard, Terry Schaeuble, Dan Segerstrom, Julie Sigmund. Absent – Trustee Andy Lundt

Also present: Joe Denor (Fair Mark Assessments), Administrator Travis Coenen, Public Works Director Andy Vickman, Police Chief Greg Deike, Deputy Clerk/Treasurer Shelia Bowers, Fire Chief Mike Schampers, Fire Inspector Nathan Helbing (Virtual). Residents: Kathryn Lich; Virtual Attendee Juliana VanLaanen

MINUTES – Motion made by D Segerstrom with a second made by T Schaeuble to approve the Tuesday, August 1, 2023 Village Board Meeting Minutes, as submitted. **Motion carried.**

VOUCHERS – Motion made by S Byers with a second made by J Sigmund to approve the vouchers from July 28, 2023 through August 10, 2023 totaling \$93,357.31. **Motion carried.**

SCHEDULED APPEARANCES: None

WALK INS: None

CORRESPONDENCE:

- On July 28, 2023, August 8, 2023, and August 9, 2023 letters were received from Peter Helander, 1041 Crestview Drive. On August 9, 2023 Village Attorney Robert R Gagan (Conway, Olejniczak & Jerry, S.C.) drafted a letter back to Mr. Helander. The letter addressed Village enforcement of the short-term rental ordinance and Mr. Helander’s concern with the property located at 1037 Crestview Drive.

ADMINISTRATOR’S REPORT:

- Searching out more grants for various opportunities.
- Plum Creek Restoration Project is moving forward with some construction this Fall working to schedule PIM on August 23rd or 24th
- August Events:
 - Bike to the Beat – huge turn out and success
 - Tunes on Tuesday with “Just About Right”– great turn out and success
 - Waterboard Alumni Ski Show- great show
 - Kickin’ it with the Cows- great turn out and success
 - Movie in the Park – August 19th
 - Tunes on Tuesday with “Steve & Bets”– August 22nd
 - Fall Fest – September 30th
- Working on developments for River District and TIDs

- Dealing a lot with Short Term Rental issues
- Had interviews for Clerk Treasurer Position yesterday
- Working on Job fair and internships to enhance talent pipeline with local schools
- Speed study done on CTY U and awaiting response

COMMITTEE REPORTS:

FINANCE/PERSONNEL

- **WI Department of Transportation** – Motion made by S Byers with a second made by J Sigmund to approve payment of Invoice # 395-0000316910 from WI Department of Transportation in the amount of \$28,251.00 for the Allison and Sharla St. Project. Call of Roll: 6 yes votes. **Motion carried.**
- **Midwest Expansion, LLP** – Motion made by S Byers with a second made by D Segerstrom to approve the 2023 (2022 tax year) (half) development incentive payment of \$63,652.07, to Midwest Expansion, LLP, for NEWLY created increment on Village of Wrightstown (Brown County) parcels VW-380, VW-380-1 and VW-380-2. Call of Roll: 6 yes votes. **Motion carried.**
- **Steak Dinner Properties, LLC (Custom Offsets)** – Motion made by S Byers with a second made by J Sigmund to approve the 2023 (2022 tax year) (half) development incentive payment of \$65,370.00, to Steak Dinner Properties, LLC (Custom Offsets), for improvements to Village of Wrightstown parcels VW-189-4 (Brown County) and 300010400 (Outagamie County). Call of Roll: 6 yes votes. **Motion carried.**
- **Wrightstown Golf Course, LLC** – Motion made by S Byers with a second made by D Segerstrom to approve the 2023 (2022 tax year) (half) development incentive payment of \$23,977.06, to Wrightstown Golf Course, LLC, for improvements to Village of Wrightstown (Outagamie County). Call of Roll: 6 yes votes. **Motion carried.**
- **Clerk-Treasurer** – Motion made by J Sigmund with a second made by D Segerstrom to hire Shelia Bowers for the Clerk-Treasurer Position. Call of Roll: 6 yes votes. **Motion carried.**

PARKS, RECREATION AND REGIONAL PLANNING

- **Operator License Application** – Motion made by T Schaeuble with a second made by S Byers to approve NEW Operator License Application for Tanya M. Mcculloch for Bridgeport Shell. **Motion carried.**
- **St John's Lutheran Church** – Motion made by T Schaeuble with a second made by S Byers to approve the Sign Review, St John's Lutheran Church, 206 Plum Road, Parcel VW-14-3, Village of Wrightstown. **Motion carried.**
- **Extraterritorial CSM Review, Fox Valley Wood Products** – Motion made by T Schaeuble with a second made by S Byers to approve the Extraterritorial CSM Review, Fox Valley Wood Products, W811 State Road 96 & W765 River Bend Drive, Parcels 130043304 & 130043303, Town of Kaukauna. **Motion carried.**
- **Cotter Family Gathering Center** – Motion made by T Schaeuble with a second made by J Sigmund to approve the Site Plan Review, Cotter Family Gathering Center, 518 Meadow Lane, Parcel VW-13-8, Village of Wrightstown. **Motion carried.**

PUBLIC SAFETY

Police Department Report – July 2023

- Interviewed for part-time patrol position

- **EVENTS**

- 07/14/2023 St. John Lutheran School Talk with Summer School Students
- 07 & 25/2023 Tunes on Tuesday
- 07/22/2023 Lights of Christmas Ride through Village
- 07/25/2023 Cops at Culvers Event

- **POLICE LIGHTS OF CHRISTMAS**

- The Police Lights of Christmas had two back to back events this month. One was the police ride for lights that brought in over 40 police agencies, motorcycles and squads. That ride went through our Village on July 22 and was an amazing showing.
 - We also participated with the Cops at Culvers event to help raise money for the Police Lights of Christmas. This program provides our department with funds to help citizens of our community who may be in need. Officers worked at the DePere and Ashwaubenon Culvers locations.
 - WPD has also teamed up with Hobart/Lawrence Police Department in a photo contest for the Police Lights of Christmas Calendar. Can't show you the photo until it has been judged. Stay tuned.
 - It truly has been Christmas in July!!!
- Approved Transient License for Mad City Windows, they will be going door to door for sales in the Village

Fire Department Report – July 2023

- Ride through the Village in July
- Doing live action training in the house located at 1490 Broadway Street
- Working with MM Cold Storage to get them in compliance
- September 25th the Greater Green Bay Chamber in Brown County will be putting on an Economic Development tour. They will be coming through Wrightstown.

PUBLIC WORKS

- Annual Water Main Flushing August 8th through August 10th & Hydrant Maintenance
- Dicks Family Foods had a broken lateral under the building, was in the area when it happened and had it shut off within a few minutes of being called
- Just received news that our population is over 3,200 so we will be required to do additional water testing next year

CLOSED SESSION:

Motion made by S Byers with a second made by T Schaeuble to proceed into **CLOSED SESSION**, pursuant to Wisconsin State Statute 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for:

- **Economic Development – Development Negotiations**

Call of roll: 6 yes votes. **Motion carried.**

OPEN SESSION:

Motion made by D Segerstrom, with a second made by Sue Byers to reconvene into open session. Call of roll: 6 yes votes. **Motion carried.**

Amend the Developers Agreement – Motion by M Leonard second by D Segerstrom to amend the Developers agreement for Golf Course, LLC for RSP phases #3 and #4 and for Matriarch Ventures, LLC for RSP phase #5 removing the requirement of HOA regulation and covenant control and giving control to Golf Course, LLC for the Meadowlands of RSP (phases 3&4) and control to Matriarch Ventures, LLC for the Celtic Plains of RSP. Call of roll: 6 yes votes.

Motion carried.

ADJOURN:

Motion made by S Byers with a second made by D Segerstrom to adjourn the meeting at 7:30 pm. **Motion carried.**

Shelia Bowers, Deputy Clerk/Treasurer

Posted: 09/06/2023 SB